

## **Non-Discrimination Policies Equal Employment Opportunity Policy**

The Town is committed to being an Equal Opportunity Employer (EEO) and abides by the Laws and the Constitution of the State of Indiana and the Government of the United States.

This Equal Opportunity Policy reaffirms the policy and commitment of the Town to provide equal employment opportunities for all employees and job applicants. The Town endorses and will follow this EEO Policy in implementing all employment practices, policies and procedures.

The Town will recruit, hire, train, and promote persons in all job titles without regard to race, color, religion, national origin, veteran status, sex, age or **physical or mental disability.** The Town will make employment decisions so as to further the principal of equal employment opportunity. The Town will ensure that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid and nondiscriminatory requirements for promotional opportunities. The Town also will ensure that all personnel decisions and actions, including but not limited to compensation, benefits, transfers, promotions, layoffs, returns from layoff, discipline, terminations, Town-sponsored training, education, tuition assistance, and social and recreation programs will be administered without regard to race, color, religion, national origin, veteran status, sex, age or mental or physical disability.

All employees are expected to comply with this EEO Policy. Department Heads, managers and supervisors who are responsible for meeting business objectives are expected to cooperate fully in meeting our equal employment opportunity objectives and their overall performance will be evaluated accordingly.

Any person who is aware of any alleged violation of this policy should report such concerns to the Human Resources Manager, ADA Compliance Officer or the Council President as soon as possible. The Town will thoroughly investigate and promptly resolve all such complaints in strict compliance with applicable law. Any employee violating this policy or retaliating against complaintants under this policy will be subject to discipline, up to and including termination of employment.

## If you have an ADA concern, please contact the ADA Compliance officer at:

Town Manager's Designee, ADA Compliance Officer Town of Whitestown 6210 S 700 E Whitestown, Indiana 46075 (317) -769-6557 Office townmanager@whitestown.in.gov